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2012-35-T

	USDOT# 2262062		Legal: SUN TOURS LLC	
	Operating (DBA):			
MC/MX #: 793598		State #:		Federal Tax ID:
Review Type: Safety Audit – New Entrant		Location of Review/Audit: Company Facility in the U.S.		
Scope: Entire Operation		Territory:		
Operation Types		Interstate	Intrastate	
Carrier:	Non-HM	N/A		
Shipper:	N/A	N/A		
Cargo Tank:	N/A			
Business:		Corporation		
Gross Revenue:		\$5000 for year ending: 9/18/2012		
Company Physical Address:				
101 Teal Way COLUMBIA, SC 29229, UNITED STATES				
Contact Name: Eric Eaddy				
Phone numbers: (1) 8034040562		(2) 8032336590		Fax 8883411575
E-Mail Address: travel@suntrusttravel.com				
Company Mailing Address:				
1805 Clemson Rd #290534 COLUMBIA, SC 29229, UNITED STATES				
Carrier Classification				
Authorized for Hire				
Cargo Classification				
Passengers				
Does carrier transport placardable quantities of HM? No				
Is an HM Permit required? No				
Driver Information				
	Inter	Intra	Average trip leased drivers/month: 0	
< 100 Miles:	0	0	Total Drivers: 1	
>= 100 Miles:	1	0	CDL Drivers: 1	
Equipment				
	Owned	Term Leased	Trip Leased	Owned Term Leased Trip Leased
Motor Coach	0	1	0	
Power units used in the U.S.:	1			
Percentage of time used in the U.S.:	100			

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	SUN TOURS LLC USDOT#: 2262062	Review Date: 9/18/2012
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Part A

QUESTIONS regarding this report or the Federal Motor Carrier or Hazardous Materials rules may be addressed to the Office of Motor Carriers at:

South Carolina State Transport Police / Motor Carrier Compliance Unit
10311 Wilson Blvd, Bldg D-2 / PO Box 1993
Blythewood, SC 29016

This SAFETY AUDIT will be used to assess your safety compliance.

Person(s) Interviewed:

Name: Eric Eaddy

Title: Owner

	SUN TOURS LLC USDOT#: 2262062	Review Date: 9/18/2012
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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question General # 1 Section # 387.7(a) Acute	Answer
Does the carrier have the required minimum level of financial responsibility in effect (property carrier)?	N/A
Question General # 2 Section # 387.7(d) Critical	Answer
Does the carrier have required proof of financial responsibility (property carrier)?	N/A
Question General # 3 Section # 387.31(a) Acute	Answer
Does the carrier have the required minimum level of financial responsibility in effect (passenger carrier)?	Yes
Question General # 4 Section # 387.31(d) Critical	Answer
Does the carrier have required proof of financial responsibility (passenger carrier)?	Yes
Question General # 5 Section # 13901 (392.9a(a)(1))	Answer
Is the motor carrier authorized to conduct interstate operations in the United States?	Yes
Question General # 6 Section # 390.15(b)(1)	Answer
Can the carrier provide a complete accident register of recordable accidents?	N/A
Question General # 7 Section # 390.15(b)(2) Critical	Answer
Does the carrier have copies of all accident reports required by States or other government entities or insurers?	N/A
Question General # 8 Section # 390.3(e)	Answer
Is the carrier knowledgeable of the FMCSRs/HMRs?	Yes
Question General # 9 Section # 390.21	Answer
Does the carrier know the commercial motor vehicles marking requirements?	Yes
Question Driver # 1 Section # 391.51(a) Critical	Answer
Does the carrier maintain driver qualification files?	Yes
Question Driver # 2 Section # 391.11(b)(4) Acute	Answer
Is the carrier using physically qualified drivers?	Yes
Question Driver # 3 Section # 391.45(a), 391.45(b) Critical	Answer
Is the carrier using a driver without a medical certificate or with an expired medical certificate?	No
Question Driver # 4 Section # 391.15(a) Acute	Answer
Is the carrier using any disqualified drivers?	No
Question Driver # 5 Section # 391.51(b)(2) Critical	Answer
Does the carrier maintain driving inquiry data in driver qualification files?	Yes

Question Driver # 6 Section # 382.115(a), 382.115(b) Acute Has the carrier implemented an alcohol and/or controlled substances testing program?	Answer Yes
Question Driver # 7 Section # 382.213(b) Acute Has the carrier used drivers who have used controlled substances?	Answer No
Question Driver # 8 Section # 382.215 Acute Has the carrier used a driver who has tested positive for a controlled substance?	Answer No
Question Driver # 9 Section # 382.201 Acute Has the carrier used a driver known to have an alcohol concentration of 0.04 or greater?	Answer No
Question Driver # 10 Section # 382.505(a) Acute Has the carrier used a driver found to have an alcohol concentration of .02 or greater but less than .04 within 24 hours of being tested?	Answer No
Question Driver # 11 Section # 382.301(a) Critical Has the carrier ensured that drivers have undergone testing for controlled substances prior to performing a safety sensitive function?	Answer Yes
Question Driver # 12 Section # 382.303(a) Critical Has the carrier conducted post accident testing on drivers for alcohol?	Answer N/A
Question Driver # 13 Section # 382.303(b) Critical Has the carrier conducted post accident testing on drivers for controlled substances?	Answer N/A
Question Driver # 14 Section # 382.305 Acute Has the carrier implemented random testing program?	Answer Yes
Question Driver # 15 Section # 382.305(b)(1) Critical Has the carrier conducted random alcohol testing at an annual rate of not less than the applicable annual rate or prorated rate of the average number of driver positions?	Answer Yes
Question Driver # 16 Section # 382.305(b)(2) Critical Has the carrier conducted controlled substance testing at the applicable prorated rate of not less than the applicable annual rate of the average number of driver positions?	Answer Yes
Question Driver # 17 Section # 40.305(a) Has the carrier conducted the required return-to-duty tests on employees returning to safety-sensitive functions?	Answer N/A
Question Driver # 18 Section # 40.309(a) Is the carrier conducting follow-up testing as directed by the Substance Abuse Professional?	Answer N/A
Question Driver # 19 Section # 382.211 Acute Has the carrier used a driver who has refused to submit to an alcohol or controlled substances test required under Part 382?	Answer No
Question Driver # 20 Section # 382.503 Critical Has the carrier used a Substance Abuse Professional as required by 49 CFR Part 40 Subpart O?	Answer N/A



Question Driver # 21 Section # 383.23(a) Critical Has a driver operated a commercial motor vehicle without a current operating license, or a license, which hasn't been properly classed and endorsed?	Answer No
Question Driver # 22 Section # 383.37(a) Acute Has the motor carrier knowingly allowed it's drivers who's CDLs have been suspended, revoked or canceled by a state, have lost the right to operate a CMV in a State, or have been disqualified from operating a CMV to operate a commercial motor vehicle?	Answer No
Question Driver # 23 Section # 383.51(a) Acute Has the motor carrier knowingly allowed, required, permitted, or authorized a driver to drive who is disqualified to drive a commercial motor vehicle?	Answer No
Question Operations # 1 Section # 395.1(e)(1), 395.1(e)(2) Does the carrier have a system for recording hours of duty status on 100/150- mile radius drivers, and are they properly utilizing the 100/150 air-mile radius exemption?	Answer N/A
Question Operations # 2 Section # 395.8(a) Critical Does the carrier require drivers to make a record of duty status?	Answer Yes
Question Operations # 3 Section # 395.8(i) Critical Does the carrier require drivers to submit records of duty status within 13 days?	Answer Yes
Question Operations # 4 Section # 395.8(k)(1) Critical Can the carrier produce records of duty status and supporting documents for selected drivers?	Answer Yes
Question Operations # 5 Section # 395.3(a)(1) Critical Has the carrier allowed driver(s) to exceed the 11-hour rule? (Property)	Answer N/A
Question Operations # 6 Section # 395.3(a)(2) Critical Has the carrier allowed driver(s) to exceed the 14-hour rule? (Property)	Answer N/A
Question Operations # 7 Section # 395.3(b)(1) Critical Has the carrier allowed driver(s) to drive after having been on duty more than 60 hours in 7 consecutive days? (Property)	Answer N/A
Question Operations # 8 Section # 395.3(b)(2) Critical Has the carrier allowed driver(s) to drive after having been on duty more than 70 hours in 8 consecutive days? (Property)	Answer N/A
Question Operations # 9 Section # 395.5(a)(1) Critical Has the carrier allowed driver(s) to exceed the 10 hour rule? (Passenger)	Answer No
Question Operations # 10 Section # 395.5(a)(2) Critical Has the carrier allowed driver(s) to exceed the 15 hour rule? (Passenger)	Answer No
Question Operations # 11 Section # 395.5(b)(1) Critical Has the carrier allowed driver(s) to drive after having been on duty more than 60 hours in 7 consecutive days? (Passenger)	Answer N/A
Question Operations # 12 Section # 395.5(b)(2) Critical Has the carrier allowed driver(s) to drive after having been on duty more than 70 hours in 8 consecutive days? (Passenger)	Answer No



Question Operations # 13 Section # 395.8(e) Critical Does available evidence indicate a selected driver has prepared a false record of duty status?	Answer No
Question Operations # 14 Section # 392.2 Critical Does the motor carrier ensure that drivers operate commercial motor vehicles in accordance with the laws, ordinances, and regulations of the jurisdictions in which they are operating?	Answer Yes
Question Operations # 15 Section # 392.9(a)(1) Critical Does the carrier ensure that drivers are not permitted to drive a vehicle without the cargo properly distributed and adequately secured?	Answer N/A
Question Operations # 16 Section # 392.4(b) Acute Have any drivers operated a commercial motor vehicle while under the influence of, or in possession of, narcotic drugs, amphetamines, or any other substances capable of rendering the drivers incapable of safely operating motor vehicles?	Answer No
Question Operations # 17 Section # 392.5(b)(1) Acute Have any drivers operated a commercial motor vehicle while under the influence of, or in possession of, intoxicating beverages?	Answer No
Question Operations # 18 Section # 392.5(b)(2) Acute Have any drivers operated a commercial motor vehicle within 4 hours of having consumed intoxicating beverages?	Answer No
Question Maintenance # 1 Section # 396.3(b) Critical Can the carrier produce maintenance files for requested vehicle(s)?	Answer Yes
Question Maintenance # 2 Section # 396.17(a) Critical Can the motor carrier produce evidence of periodic (annual) inspections for selected vehicles?	Answer Yes
Question Maintenance # 3 Section # 396.11(a) Critical Does the motor carrier require drivers to complete vehicle inspection reports daily?	Answer N/A
Question Maintenance # 4 Section # 396.11(c) Acute Does the carrier ensure that out-of-service defects listed by the driver in the driver vehicle inspection reports are corrected before the vehicle is operated again?	Answer N/A
Question Maintenance # 5 Section # 396.9(c)(2) Acute Does the carrier ensure vehicles that have been declared "out-of-service" do not operate before repairs have been made?	Answer N/A
Question Maintenance # 6 Section # 396.19 Is the carrier using qualified inspectors (mechanic) and maintaining evidence of the inspector's qualifications?	Answer Yes
Question Maintenance # 7 Section # 396.3 Can the carrier explain its systematic, periodic maintenance program?	Answer Yes
Question Other # 1 Section # 375.211 Does the carrier participate in an Arbitration Program?	Answer N/A
Question Other # 2 Section # 13702.0 Does the carrier assess shipper freight charges based upon published tariffs?	Answer N/A

Question Other # 3 Section # 375.401(c) Does the carrier provide reasonably accurate estimates of moving charges?	Answer N/A
Question Other # 4 Section # 375.407(a), 375.703(b) Has the carrier avoided "hostage freight" or other predatory practices?	Answer N/A
Question Other # 5 Section # 387.301(a), 387.301(b) Does the HHG carrier have sufficient levels of public liability and cargo insurance?	Answer N/A
Question Other # 6 Section # 375.215 Does the carrier have a published tariff and is the motor carrier changing the applicable rate (375.215).	Answer N/A
Question Other # 7 Section # 375.213 Can the motor carrier identify the five documents required to be given to a prospective individual shipper prior to executing an order for service?	Answer N/A
Question Other # 8 Section # 49 CFR 37 subpart H Does the carrier have the means to provide accessible over-the-road bus (OTRB) service on a 48-hour advance notice basis by its owned or leased OTRBs?	Answer Yes
Question Other # 9 Section # 49 CFR 37 subpart H If the carrier does not have the means then does the carrier have an arrangement with another carrier that operates accessible OTRBs?	Answer Yes

Note: No Hazardous Materials questions were asked because the carrier does not carry Hazardous Materials in Interstate Commerce.



SUN TOURS LLC
USDOT#: 2262062

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9/18/2012

Part B

Your Proposed Safety Audit Result is: PASS

Explanation of Scoring Methodology

Factor	Failed Questions		Performance Test Status	Total Points	Factor Status
	Critical	Acute			
1. General	0	0	—	0	PASS
2. Driver	0	0	—	0	PASS
3. Operations	0	0	—	0	PASS
4. Maintenance	0	0	PASS — 0.00 %	0	PASS
5. Hazardous Materials	—	—	—	—	—
6. Accidents	—	—	PASS — 0.00	—	PASS
SUM	0	0		0	PASS

Result: Carrier has adequate basic safety management controls in place.

NOTE: Carrier has the right to request a review of this determination if there are factual or procedural disputes.

HOW THE SA IS SCORED

FACTORS - The Federal Motor Carrier Safety and Federal Hazardous Material Regulations are categorized into six factors. Multiple questions address the various factors. The Part B Question & Answer Report lists the CFR section numbers related to each question.

CRITICAL/ACUTE - Questions are also defined as CRITICAL, ACUTE or neither depending on the significance of the underlying regulation. Questions are assigned a point value if they are incorrectly answered. Critical = 1 and Acute = 1.5. The point values are summed for each factor. Any factor with a point value of 3 or more is marked "FAILED".

OUT OF SERVICE (OOS) RATE - The Driver/Vehicle OOS rate is used in factor #4 as another question. If there have been more than three level 1, 2, or 5 North American Standard Inspections conducted over the past year, they will be summarized. If the summed OOS rate is over 34%, one additional point is assigned to that factor.

CRASH FACTOR - Carriers are defined as urban or non-urban in order to compensate for the higher crash risk of urban operations. Urban carriers are defined as those that operate within a 100 air-mile radius. The crash rate for a carrier is calculated as accidents per million miles traveled. Factor #6 is "FAILED" if the urban carrier crash rate exceeds 1.7 or the non-urban carrier crash rate exceeds 1.5.

OVERALL STATUS DETERMINATION - Any carrier with 3 or more "FAILED" factors is deemed to have failed the Safety Audit by having inadequate safety management controls in place to operate in the U.S.



13. Each employer shall maintain records of its alcohol misuse and controlled substances use prevention programs as provided in Section 382.401. The records shall be maintained in a secure location with controlled access. The following records shall be maintained for a minimum of five years: Records of driver alcohol test results indicating an alcohol concentration of 0.02 or greater, Records of driver verified positive controlled substances test results, Documentation of refusals to take required alcohol and/or controlled substances tests, Driver evaluation and referrals, Records related to the administration of the alcohol and controlled substances testing programs, and a copy of each annual calendar year summary required by Section 382.403 and all other records required by Section 382.401.
14. The original or a copy of the Periodic (annual) inspection report shall be retained by the motor carrier or other entity who is responsible for the inspection for a period of fourteen months from the date of the inspection report. The original or a copy of the inspection report shall be retained where the vehicle is either housed or maintained. See Section 396.21.
15. Inspection, repair and maintenance files shall be retained where the vehicle is either housed or maintained for a period of 1 year and for 6 months after the motor vehicle leaves the motor carrier's control.
16. Comprehensive Safety Analysis , CSA , is a Federal Motor Carrier Safety Administration (FMCSA) initiative to improve large truck and bus safety and ultimately reduce commercial motor vehicle (CMV)-related crashes, injuries and fatalities. It introduces a new enforcement and compliance model that allows FMCSA and its State partners to contact a larger number of carriers earlier in order to address safety problems before crashes occur.

For additional information on CSA , please visit the CSA website - <http://csa2010.fmcsa.dot.gov/>

17. Copies of the regulations, forms, interpretations, and manuals are available from a variety of sources. Check the FMCSA website for a current list of suppliers. www.fmcsa.dot.gov/safety-security/eta/index.htm
18. A complete Educational and Technical Assistance package entitled " A MOTOR CARRIER'S GUIDE TO IMPROVING HIGHWAY SAFETY" is available free on the FMCSA website to assist you in complying with the safety regulations. It contains many forms and documents useful for improving the safety of your operations. Check: www.fmcsa.dot.gov/factsfigs/eta/index.html.





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Part B Requirements and/or Recommendations

1. Maintain all required controlled substance testing records including yearly summaries, quarterly summaries, test information, test results, records of training etc., as required by 49 CFR Parts 40 and 382 of the FMCSR .
2. Use of radar detectors or similar devices on commercial vehicles is illegal. Do not require or permit drivers to use them. Take appropriate disciplinary action against drivers if they are using such devices.
3. Do not schedule or require drivers to make trips requiring them to exceed posted speed limits in order to complete the run within the hours of service limits.
4. Require all drivers to prepare complete and accurate records of duty status for each day, and to submit them within 13 days. Maintain all duty status records on file, with all supporting documents, for at least 6 months.
5. Ensure that all documents supporting records of duty status (such as toll, fuel repair and other on-the-road expense receipts, as well as invoices, bills of lading, dispatch records, etc.) are kept on file for at least 6 months.
6. Toll receipts and other on-the-road expense receipts, invoices, bills of lading, dispatch records, and other "supporting document" must be kept on file for six (6) months. This requirement also applies to records generated by the use of owner-operators. You may keep legible photocopies in lieu of originals.
7. New & intermittently used drivers must provide a signed statement showing their total time on-duty for the seven days preceding any trip. These records must be kept on file for 6-months.
8. Ensure that all drivers' records of duty status (logs) are accurate. Check them against "supporting documents" to verify accuracy. Prohibit falsification of logs by any driver. Review the rules on supporting documents. Take appropriate action against drivers who falsify logs.
9. For questions about DOT numbers or biennial updates: 800-832-5660 or 703-280-4001
For questions about licensing, authority or MC numbers: 202-366-9805
For questions about insurance: 202-385-2423
For household goods complaints: 888-DOT-SAFT (888-368-7238)
10. Each driver's qualification file shall be retained for as long as a driver is employed by that motor carrier and for three years thereafter.

(d) The following records may be removed from a driver's qualification file three years after the date of execution:

(d)(1) The motor vehicle record received from each State driver licensing agency to the annual driver record inquiry required by §391.25(a).

(d)(2) The note relating to the annual review of the driver's driving record as required by §391.25(c)(2);(d)(3) The list or certificate relating to violations of motor vehicle laws and ordinances required by §391.27;
11. If you have any questions concerning this report,, please contact the South Carolina State Transport Police/ Motor Carrier Compliance Unit 10311 Wilson Boulevard/ P.O. Box 1993, Blythewood, SC 29016. Phone: 803-896-2696 / Fax 803-896-5526
12. Within 10 working days, file a properly executed MCS-90 financial responsibility endorsement with the Federal Motor Carrier Safety Administration, South Carolina State Transport Police, Motor Carrier Compliance Unit, PO Box 1993, Building D-2-300, Blythewood, SC 29016

